

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 99  
JUNE 1, 2011 – WORK SESSIONS**

**Public Works  
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, June 1, 2011, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair  
Helen Price Johnson, Member  
Kelly Emerson, Member - Excused

**Staff:** Pam Dill

**Staff Present:** Bill Oakes, Director, Steve Marx, Dave Bonvouloir

**Others Present:** Elaine Marlow, Budget Director, Tim Lawrence, Rufus Rose, Jeff Lauderdale, Ron Michelsen, FETCH

Record Part 1 @00:05

**Add-On – Parks**

**Subject:** HB 1953

**Attachment:** no

**Proposed Action:** HB 1953 authorizes cities and counties to use available funds from real estate excise taxes for operation and maintenance of local park properties until December 31, 2016. Steve Marx requested \$40,000.00 additional REET funding to restore two employees to full time and hire a temporary summer employee to provide basic maintenance and sanitation services to the parks.

The Board would like a list of proposed projects for each park.

**Follow up:** Okay with Commissioner Price Johnson and Commissioner Homola.

**Solid Waste**

**Subject: Fire-Flow Agreement: Latecomers Amendment**

**Attachment:** Memorandum, Latecomers Agreement & Attachment C to Latecomers Agreement

**Proposed Action:** Latecomers Agreement/Fire Flow Service Agreement/Island County Solid Waste Fire Flow System.

**Follow Up:** Okay to move forward to Monday's agenda.

**Public Works**

**Subject: Parks – Camano Island Tennis Courts Resurfacing**

**Attachment:** Memorandum, Proposal & Information

**Proposed Action:** Repair cracks and resurface tennis courts with an acrylic application; repair of 110 LF of Cracks using the Armor Crack Repair System; Sound Sports Surfaces; provide labor and materials for Line Paint for a Pickle Ball layout for 2 Tennis Courts after resurfacing; (as requested by Commissioner Emerson); Proposal Amount: \$14,431.00 (not including tax).

**Follow Up:** Okay with Board.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 100**  
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**Subject: Parks – Amendment No. 1/Interlocal Agreement between Oak Harbor School District No. 201, City of Oak Harbor & Island County**

**Attachment:** Memo, Amendment No. 1 & Interlocal Agreement

**Proposed Action:** Amendment No. 1 to Interlocal Agreement between Oak Harbor District No. 201, City of Oak Harbor and Island County; amendment terminates the County's obligations effective August 31, 2010. Commissioner Homola suggested the possibility of a tourism dollar allocation and would like to reach out to the School District before making a final decision.

**Follow Up:** Postponed to June 15, 2011 work session.

**Roads**

**Subject: Revision to Right-of-Way Procedures**

**Attachment:** Memo, Draft Resolution & Resolution C-32-08; R-09-08

**Proposed Action:** Amendment to Resolution C-32-08 to reflect new personnel and update staff qualifications to work with right-of-way property purchases.

**Follow Up:** Okay with Board to move Resolution forward to Monday's agenda.

**Subject: Bid Award Recommendation – Glendale Creek Restoration & Fish Passage Enhancement**

**Attachment:** Bid Award Recommendation

**Proposed Action:** Bill recommended contract award to Island Asphalt & Sitework, Inc.; Contract Amount: \$153,399.00.

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Subject: Scenic Byways Grant Match**

**Attachment:** Grant Application

**Proposed Action:** SR 20, Race Road to Jacob's Road (Phase1) Safety Corridor Improvements

**Follow up:** Okay with Board.

**Human Resources**  
**Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, June 1, 2011 at 9:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners: Angie Homola, Chair**

**Staff: Pam Dill**

**Helen Price Johnson, Member**

**Kelly Emerson, Member - Excused**

**Staff Present: Melanie Bacon, Human Resource Director**

**Others Present: Elaine Marlow, Budget Director, Bob Pederson, Rufus Rose, Jeff Lauderdale**

Record Part 1 @45:30

**Subject: PAA**

**Attachment:** none

**Proposed Action:**

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**Planning & Community Development**

- Senior Planner – Replacement position
- Planning Director Pay Correction – move to E-29 at the base rate

**Sheriff**

- Temporary Records Clerk – continuing hours until new Records Clerk is hired

**Follow up:** Okay with Board.

**Subject: Vacation Leave Policy**

**Attachment:** none

**Discussion:** The Board reviewed vacation leave issues and recommendations and provided suggested changes.

**Follow up:** Melanie will incorporate the suggested language into the Vacation Leave Policy and bring it back to the June 15, 2011 work session.

**General Services Administration  
Summary Minutes**

Work Session was held between the County Commissioners and General Services Administration on Wednesday, June 1, 2011, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair

Helen Price Johnson, Member

Kelly Emerson, Member – Excused

**Staff:** Pam Dill

**Staff Present:** Don Mason

**Others Present:** Elaine Marlow, Budget Director, Chris Hilton, WCLT, Rufus Rose, Jeff Lauderdale

**Conservation Futures**

Record Part 1 @01:01:15

**Subject: 2008 Ebey's Reserve Farmland Conservation Futures grant transfer**

**Attachment:** yes

**Proposed Action:** Request from Whidbey Camano Land Trust to transfer remaining \$129,384.66 from 2008 Ebey's Reserve Farmland Conservation Futures Grant to the 2010 grant for the acquisition of additional farmlands in Ebey's reserve.

**Follow Up:** The Board authorized the funds transfer.

**Health Department  
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, June 1, 2011, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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**County Commissioners:** Angie Homola, Chair                      **Staff:** Pam Dill  
                                 Helen Price Johnson, Member  
                                 Kelly Emerson, Member - Excused

**Staff Present:** Keith Higman, Director, Kerry Graves, Linda Telles, Suzanne Turner, Carrie MacLachlan, Dr. Roger Case

**Others Present:** Elaine Marlow, Budget Director, Steve Marx, Bill Oakes, Joantha Guthrie, Rufus Rose, Jeff Lauderdale,

*Note: The first Health Department Work Session of the month is designated for informal discussion of Board of Health matters.*

Record Part 1 @01:15:45

**Assessment**

**Subject:** ACHIEVE – Parks Plan

**Attachment:** Letter dated 5/6/11 from ACHIEVE to BOH members

**Proposed Action:** ACHIEVE requests that the Island County BOH recommend to the BICC to ensure that health-related policies are included for adoption within the updated Island County Parks and Habitat Conservation Plan.

**Follow up:** The BICC asked staff to consider ACHIEVE's recommendations as they move forward with the update of the Island County Parks and Habitat Conservation Plan.

**Administration**

**Subject:** Accounting Supervisor position

**Attachment:** none

**Proposed Action:** Linda Telles is retiring August 31, 2011. Keith would like to be able to have an overlap to provide a 4 week training period for the new hire to work with Linda. Keith will work with the Budget Director and Human Resources Director on how to fund the overlap.

**Follow up:** Okay with Board.

**Subject:** NACCHO – BICC Letter of Support

**Attachment:** draft letter

**Proposed Action:** Letter in support of Island County Public Health's grant application to NACCHO's to participate in the Accreditation Preparation: Community Health Assessment and Community Health Improvement Plans Demonstration Site Project.

**Follow up:** Okay with Board.

**Planning & Community Development  
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, June 1, 2011, at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair                      **Staff:** Pam Dill  
                                 Helen Price Johnson, Member

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**Kelly Emerson, Member - Excused**

**Staff Present:** Bob Pederson, Director, Paula Bradshaw, Karen Stewart, SMP Coordinator, Justin Craven,

**Others Present:** Elaine Marlow, Budget Director, Keith Higman, Tim Lawrence, Rufus Rose, Steve Erickson, Marianne Edain, Karen Krug, Conservation District, Mary Engle, Assessor, Dan Mitchell, Deputy Prosecutor

Record Part 1 @01:59:45

**Subject:** Amendment to ESA /SMP update contract

**Attachments:** yes

**Proposed Action:** Amendment No. 1 to Contract with Environmental Science Associates, (ESA) for consultant services to update the Shoreline Master Program. Funded by SMA Grant Agreement G1100007 with the Department of Ecology. Amendment will utilize an additional \$40,000 for additional shoreline inventory/analysis and restoration plan tasks in year one of the grant. No change to grant agreement.

**Follow up:** Okay with Board to move contract forward to Monday's agenda.

**Subject:** Ruckelshaus Decision (ESHB 1866)

**Attachment:** PowerPoint

**Proposed Action:** Bob Pederson provided the Board with an overview of the impacts to implementing the Ruckelshaus Center recommendations for agricultural operations and critical areas protection.

**Follow up:** Continued discussion.

**Budget Director  
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, May 11, 2011, at 11:45 a.m. and 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair  
Helen Price Johnson, Member  
Kelly Emerson, Member

**Staff:** Pam Dill

**Staff Present:** Elaine Marlow, Budget Director

**Others Present:** Rufus Rose, Jeff Lauderdale, Marianne Edain, Steve Erickson

Record Part 2 @00:02

**Subject:** Property offer

**Attachments:** none

**Discussion:** Landowner offering to sell 10 acre piece of property adjacent to Rhododendron Park.

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Marianne Edain, WEAN, noted that if the 10 acre piece is part of the rare native plant community growing in Rhododendron Park it would be worth pursuing.

**Follow up:** Commissioner Price Johnson offered to contact the landowner to ask permission for WEAN to look at the property.

**Subject: Consider appointments to the Water Resource Advisory Committee**

**Attachments:** yes

**Proposed Action:** The Board considered applicants for Positions 8 & 10 on the Water Resource Advisory Committee. Position #2 was tabled per Commissioner Emerson's request.

**Follow-up:** Okay to forward recommendation to Monday's agenda.

**Subject: Consider appointments to the Northwest Senior Services Advisory Board**

**Attachments:** yes

**Proposed Action:** The Board considered applicants for the Northwest Senior Services Advisory Board.

**Follow-up:** Okay to forward recommendation to Monday's agenda.

**Subject: Consider appointment to the Camano Island Mosquito Control District Board of Directors**

**Attachments:** yes

**Proposed Action:** The Board considered applicants for the Camano Island Mosquito Control District Board of Directors.

**Follow-up:** Okay to move recommendation to Monday's agenda.

Record Part 3@00:05

**Subject: Associate Development Organization Affirmation**

**Attachments:** Ltr dated 5/16/11 to Commissioner Homola from Department of Commerce

**Proposed Action:** Designation of Island County Economic Development Council as the Associate Development Organization to coordinate economic development services for the County under contract with the Department of Commerce.

**Follow-up:** Okay with Board.

**Subject: USDA Rural Development grant**

**Attachments:** yes

**Proposed Action:** The Board discussed County sponsorship of a USDA Rural Development grant to upgrade appliances for the commercial kitchen at the fairgrounds using either REET 1 or .09 funds for the match.

**Follow up:** Elaine Marlow will contact USDA to find out what the timelines are.

**Subject: Revisions to draft Financial Policy**

**Attachments:** draft Financial Policy

**Proposed Action:** The Board reviewed the revisions to the draft Financial Policy.

**Follow-up:** Okay with Board to move forward with resolution to adopt Financial Policy.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 105**  
**JUNE 1, 2011 – WORK SESSIONS**

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Angie Homola, Chair

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Helen Price Johnson, Member

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Kelly Emerson, Member

ATTEST:

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Elaine Marlow, Clerk of the Board